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# The Commonwealth of Massachusetts

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## ANNUAL REPORT

OF THE

# Trustees of the Massachusetts State Library

FOR THE

YEAR ENDING NOVEMBER 30, 1940



# ANNUAL REPORT OF THE TRUSTEES

To the Honorable Senate and House of Representatives in General Court Assembled:

The Trustees of the State Library make this their thirty-first annual report for the year ending November 30, 1940, under the provisions of Chapter 6, Section 37, of the General Laws (Ter. Ed.)

The term of Miss Margaret Shea expired June 1, 1940. On June 12, 1940, His Excellency Governor Leverett Saltonstall appointed Dr. Daniel L. Marsh, President of Boston University, as a Trustee for the term of three years. Dr. Marsh attended the first meeting of the Trustees on September 11, 1940.

The Trustees in each annual report for the past six years expressed their concern about the inadequate space provided for the growing collection in the State Library. Some temporary relief could be provided by erecting additional stacks and a special appropriation of \$10,000 has been requested for this purpose. Permanent provision for growth, however, can be obtained by utilizing storage space outside of the State House. The Trustees, therefore, voted to approve the plan and proposal for joining with other libraries in organizing the New England Deposit Library, subject to action by the Legislature.

The State Librarian was designated to represent the Commonwealth at the meetings of the American Library Association and the National Association of State Libraries at Cincinnati in June. He was re-elected Secretary-Treasurer of the National Association of State Libraries.

JAMES F. BALLARD, *Chairman*

CHARLES T. COPELAND

DANIEL L. MARSH

JOSEPH R. COTTON

CHRISTIAN A. HERTER

## LIBRARIAN'S REPORT

I have the honor to submit the following report on the work done in the Massachusetts State Library during the year ending November 30, 1940.

### TABULATION OF ACTIVITIES

#### Main Room:

Circulation, .....	40,592 volumes
Telephone reference questions, .....	1,455
Daily average attendance, .....	100-150

#### Legislative Reference Room:

Circulation, .....	1,507
Telephone reference questions, .....	205
Total attendance, .....	1,197

#### Newspaper Room:

Circulation, .....	6,509
Total attendance, .....	4,244

The new catalogue of the State Library now contains 730,359 cards, an increase of 25,078 for the year. During the year 11,537 books and pamphlets were accessioned, bringing the total to 625,319. From this total, however, it is necessary to deduct 19,368 volumes and pamphlets represented by reductions due to binding serial collections. The library, however, is in fact larger than at the beginning of the year although the count shows the total number of volumes and pamphlets to be 605,951.

An extraordinary opportunity has been provided by the WPA bookbinding project to preserve in bindings material which, under ordinary conditions, would remain in pamphlet form. During the year 14,185 books were bound, making a total of 51,260 books bound since the commencement of this project in 1937, at a saving to the Commonwealth of \$67,769.11. The cost of material for binding this total was \$6,519.81, an average of 12½¢ per volume.

Two other WPA projects have been continued through the year; the inventory project with a personnel of eighty, and the indexing historical material project with a personnel of sixty-five. During the year the index was completed for a collection of newspaper clippings representing items written by State House Reporters on state affairs covering the period of seventy-five years. At present work is being done on indexing the correspondence of Massachusetts Governors from 1860 to date. Much valuable historical material is thus being discovered.

The State Library is growing at the rate of 1,000 volumes each month. No expenditure for additional steel shelving has been made since December 1936 consequently it has been necessary to provide for approximately 48,000 volumes added to the library since that date by consolidating collections as far as is possible. A request has been made again this year for a special appropriation of \$10,000 for steel stacks which are now a vital necessity.

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Looking to the future, since the State Library cannot indefinitely continue to grow in the confines of the State House, the State Library is joining with the Boston Public Library and the libraries of Harvard University, Boston College and Boston University in petitioning the Legislature for the incorporation of the New England Deposit Library which will, at a very low expenditure, provide secure and accessible storage for little used but very valuable library collections.

On August 8, 1940, Miss Vera E. Fellows resigned from her position as Senior Library Assistant.

## ACCESSIONS

Number of volumes added to the Library from Dec. 1, 1939 to Nov. 30, 1940:

### BOOKS

By purchase 1,184 plus 54 maps, etc.,	1,238
By domestic exchange,	1,275
By foreign exchange,	162
By gifts,	1,802
Massachusetts State Publications,	429
Total,	4,906

### PAMPHLETS

By purchase,	274
By domestic exchange,	1,929
By foreign exchange,	150
By gift,	3,570
Massachusetts State Publications,	708
Total,	6,631
Total 1939-40,	11,537
Previous total,	613,782
Total number of volumes and pamphlets accessioned,	625,319
Reduction by binding,	19,210
Reduction by discarding,	158
Total number of volumes and pamphlets in the Library, Nov. 30, 1940,	605,951

### RECATALOGUING

Volumes and pamphlets represented in new catalogue Nov. 30, 1939,	445,822
Volumes and pamphlets added to new catalogue during year,	12,349
Less reduction by binding and discarding,	458,171
Total number of volumes and pamphlets in new catalogue Nov. 30, 1940	19,386
Of this total 62,138 volumes and pamphlets are of the Law Collection.	438,803

DENNIS A. DOOLEY, *State Librarian*.

## COMMONWEALTH OF MASSACHUSETTS IN ACCOUNT WITH STATE LIBRARY

FINANCIAL STATEMENT, DEC. 1, 1939 TO NOV. 30, 1940

### Expenditures

From appropriation of \$5,700.00 for salary of State Librarian,	\$ 5,700.00
From appropriation of \$43,200.00 for salaries of staff,	41,795.00
From appropriation of \$10,000.00 for books and binding,	9,975.44
From appropriation of \$2,281.88 for contingent expenses,	1,952.32
Total,	\$59,422.76
Salary of State Librarian,	\$ 5,700.00
Salary of Assistant State Librarian,	
Salary of Head of Catalogue Department,	\$ 3,180.00
Salaries of 3 Library Reference Assistants,	2,640.00
Salaries of 11 Senior Library Assistants,	6,840.00
Salaries of 3 Junior Library Assistants,	19,865.00
Salaries of 3 Senior and Junior Clerks and Typists,	3,930.00
Salary of Porter,	4,170.00
Purchase of books,	1,170.00
Binding,	41,795.00
Annual report for 1938-39,	\$ 7,216.97
Contingent Expenses,	2,758.47
Total,	9,975.44
	\$ 9.80
	1,942.52
	1,952.32
	\$59,422.76

### Receipts

Sale of Constitutional Convention Bulletins,	\$ 2.00
Financial Statement Verified	
Approved,	

GEO. E. MURPHY, *Comptroller*.

## TABLE OF ACCESSIONS

## Books

	1927.	1928.	1929.	1930.	1931.	1932.	1933.	1934.	1935.	1936.	1937.	1938.	1939.	1940.
By purchase . . . . .	1,674	1,829	1,781	1,520	1,527	1,418	1,358	1,591	1,203	1,475	1,998	1,420	1,308	1,238
Domestic exchange . . . . .	1,070	1,050	1,124	1,133	1,171	1,067	1,090	911	918	959	1,009	1,195	1,145	1,275
Foreign exchange . . . . .	199	234	186	160	216	146	174	146	149	144	228	191	171	162
Donation . . . . .	1,464	1,413	1,857	1,486	1,692	1,766	1,673	2,089	1,735	2,005	2,337	2,057	2,268	1,802
Massachusetts state publications .	396	548	318	393	411	353	405	440	349	374	387	472	418	429
Totals . . . . .	4,803	5,074	5,266	4,692	5,017	4,750	4,700	5,177	4,354	4,957	5,959	5,335	5,310	4,906

## PAMPHLETS

	1927.	1928.	1929.	1930.	1931.	1932.	1933.	1934.	1935.	1936.	1937.	1938.	1939.	1940.
By purchase . . . . .	379	637	599	512	520	427	384	423	271	326	381	406	319	274
Domestic exchange . . . . .	1,221	1,217	1,730	1,466	1,457	1,507	2,173	1,738	1,391	1,640	1,626	1,963	1,719	1,929
Foreign exchange . . . . .	141	107	114	186	108	114	103	89	95	123	198	154	101	150
Donation . . . . .	4,181	3,370	3,488	3,791	3,837	3,596	4,518	5,769	3,819	3,600	4,400	4,932	3,998	3,570
Massachusetts state publications .	544	428	433	537	470	427	630	709	613	782	944	814	779	708
Totals . . . . .	6,466	5,759	6,364	6,492	6,392	6,071	7,808	8,728	6,189	6,471	7,549	8,269	6,916	6,631

Total volumes and pamphlets in library, November 30, 1940, 605,951.